

National Aeronautics and  
Space Administration

**George C. Marshall Space Flight Center**  
Marshall Space Flight Center, AL 35812



November 16, 2005

Reply to Attn of:

ED01 (05-0126)

TO: Distribution

FROM: ED01/Michael U. Rudolphi

SUBJECT: MSFC Engineering Management Council (EMC) Charter

1. PURPOSE

The purpose of the MSFC Engineering Management Council (EMC) is to provide a forum for addressing technical issues, strategic direction, resource management, risk assessment, and policy guidance for all MSFC engineering activities. The MSFC EMC supports the Engineering Director in:

- a. Providing the MSFC Program Management Council (PMC) with engineering assessments and recommendations relative to technical, cost and schedule risk. Also provides implementation of agreed to actions, plans and strategies.
- b. Providing the MSFC Integrated Management Systems Board (IMSB) with recommendations for allocating institutional resources in an effective and efficient manner relative to the Center current and future core capabilities.

2. AUTHORITY

MPR 1100.1 ED01, "Engineering Directorate Charter"

3. RESPONSIBILITIES

The EMC shall:

- a. Review projects or project task implementation plans for technical approach, management approach, safety, resources and schedule. Approve or disapprove plans based on a risk assessment of the proposed approach versus alternative approaches as well as performance to date.
- b. Review major technical issues (issues potentially creating significant risks to safety, cost or schedule).



- c. Review and approve all proposed major capital projects (over \$100K) for compatibility and consistency with Engineering Directorate (ED) strategic plans and projected resource availability.
- d. Establish resource allocation philosophy and priorities for the directorate based directorate strategies and commitments.
- e. Review and approve Independent Research and Development (IRAD) proposals and significant new technology pursuits (over \$100K) for consistency with ED strategies, focus areas and resources.
- f. Review and provide MSFC Engineering concurrence on new, revised, or cancelled NASA Technical Standards and MSFC Multiprogram/Project Common-Use Documentation.

#### 4. METHOD OF OPERATION

The manager of the Engineering Programs and Systems Office or designee shall be responsible for preparing schedules and meeting agendas. Findings and actions shall be documented in the minutes for each meeting. Agenda topics shall be identified by EMC members to the Engineering Programs and Systems Office Manager or designee and placed on the agenda as scheduled or future topics.

#### 5. FREQUENCY OF MEETINGS

The chairperson or designee shall convene the Council weekly.

#### 6. MEMBERSHIP

The MSFC EMC shall consist of the following personnel or delegated representative:

Chairperson: Director, Engineering Directorate

Alternate Chairperson: Deputy Director, Engineering Directorate

Alternate Chairperson: Deputy Director, Engineering Directorate

Members:

- Director, Safety and Mission Assurance Directorate
- Associate Director, Engineering Directorate
- Manager, Resource Management Office, Engineering Directorate
- Manager, Engineering Programs and Systems Office
- Manager, Chief Engineers Office
- Manager, Instrument and Payload Systems Department
- Manager, Propulsion Systems Department

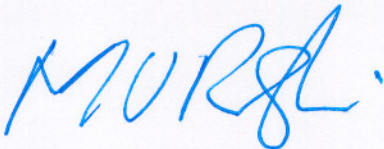


Manager, Spacecraft and Vehicle Systems Department  
Manager, Materials and Processes Laboratory  
Manager, Mission Operations Laboratory  
Manager, Test Laboratory

Ad Hoc Members: Director, Exploration Launch Office  
Director, Science and Mission Systems Office  
Manager, Shuttle Propulsion Office  
MSFC Chief Technologist  
Others at the discretion of the chairperson

7. DURATION OF APPOINTMENT

Members shall retain their appointments commensurate with the specified position.



Michael U. Rudolphi  
Chairperson, Engineering Management Council  
Director, Engineering Directorate



Distribution:

EMC Members:

DA01/J. Bilbro  
ED01/A. Priskos  
ED01/C. Singer  
ED01/T. Vanhooser  
ED02/T. Hopper  
ED03/H. Shivers  
ED04/P. Munafo  
EI01/S. Pearson  
EM01/R. Carruth  
EO01/A. McNair  
ER01/P. Jones  
ET01/P. Rodriguez  
EV01/J. Bullman  
QD01/R. Malone  
MP01/R. Lightfoot  
NP01/S. Cook  
SP01/T. Lavoie

cc:

DA01/ C. Chitwood/R. Henderson  
ED01/B. Musick  
ED03/A. Hemken<sup>(b)(4)</sup>  
EI01/N. Parker  
EM01/S. Singhal  
EO01/J. Onken  
ER01/S. Rodgers  
ET01/S. Croomes  
EV01/P. McConnaughey